

Instruction Guide for the NEPA/LUP Register

The NEPA/LUP Register allows you to Search for either LUP or NEPA Projects using a Map Search or by Text Search.

Searchable Map

The screenshot displays the ePlanning 2.0 Front Office web application in a Windows Internet Explorer browser window. The address bar shows the URL: <https://blm0ad602.blm.doi.net:8943/>. The page header includes the U.S. Department of the Interior and Bureau of Land Management logo, along with navigation tabs: BLM NEPA, BLM Planning, Cooperating Agency Info, Related Links, Find a BLM Office, and Help.

The main content area is titled "ePlanning Project Search". It features a "Welcome" message on the left and a search interface on the right. The search interface includes a "Type of project:" dropdown menu with options for "Land Use Plan" and "NEPA" (selected). Below this are two tabs: "Map Search" (selected) and "Text Search". A "Selected Points:" section shows "Active" and "All" options. The "Map Search" section displays a map of North America with three green location pins labeled 4, 46, and 9. A "Switch Basemap" button is located in the top right corner of the map area. A compass rose is visible in the bottom left corner of the map.

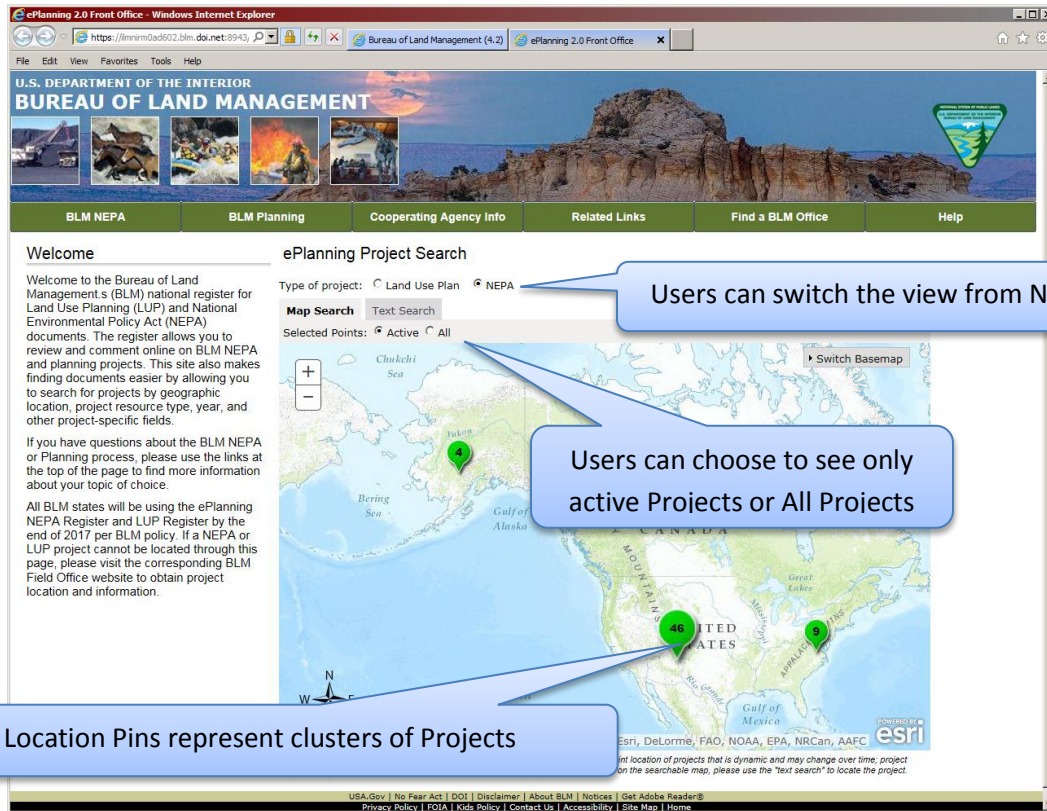
Below the map, a disclaimer states: "The ePlanning searchable project map is provided 'as is', and provides a general point location of projects that is dynamic and may change over time; project specific map data can be located on the Project Website. If a project is not available on the searchable map, please use the 'text search' to locate the project."

The footer contains links for USA.Gov, No Fear Act, DOI, Disclaimer, About BLM, Notices, Get Adobe Reader, Privacy Policy, FOIA, Kids Policy, Contact Us, Accessibility, Site Map, and Home.

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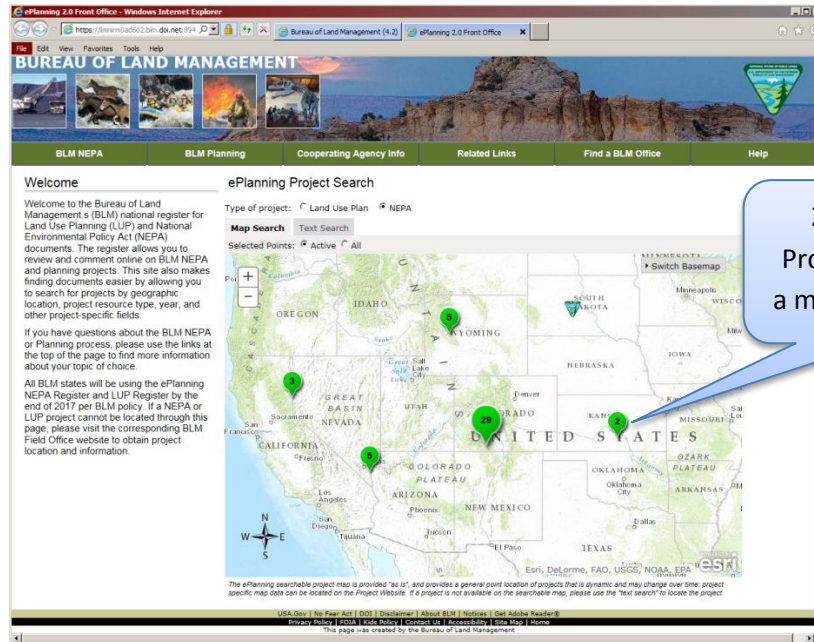
The Searchable Map allows the external user to:

- Search for NEPA or LUP Projects by clicking the appropriate radio button
- Search Active Projects or all Projects

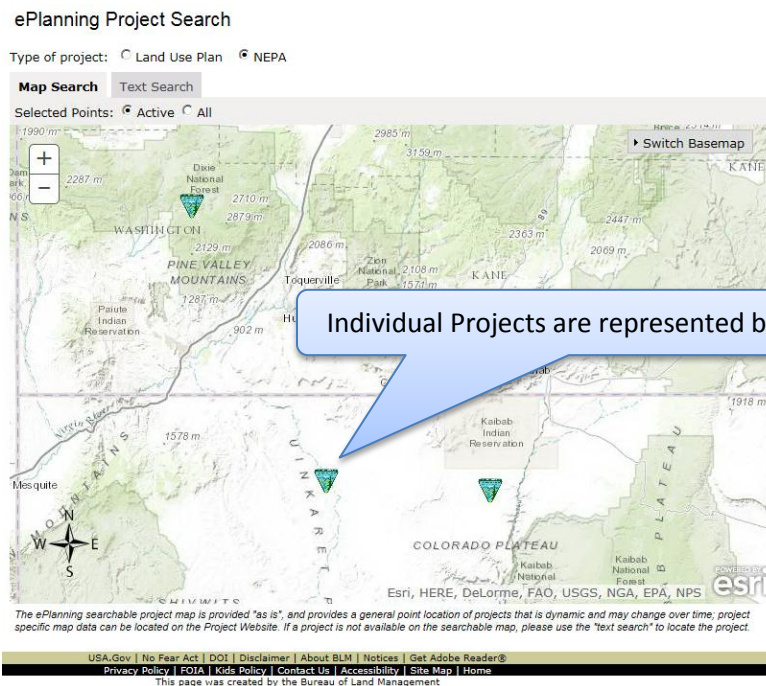


The Searchable Map displays location Pins which represent clusters of Projects. The number of Projects represented by the Pin cluster is indicated by the number displayed in the head of the location Pin

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Zoom in to focus on the area of interest and see a more granular level of Project Locations



Individual Projects are represented by the BLM logo

Zoom in until the map displays the BLM logo in the location of the Project you wish to view

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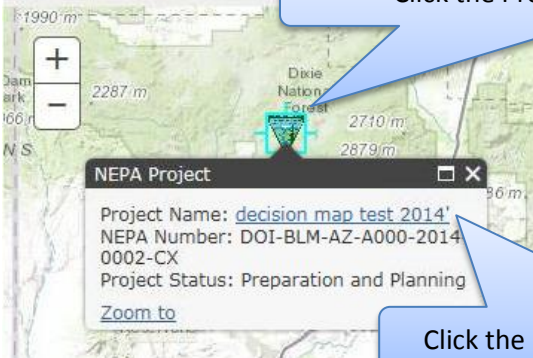
ePlanning Project Search

Type of project: ☐ Land Use Plan ☒ NEPA

Map Search

Text Search

Selected Points: ☒ Active



Click the Project icon to view Project info

Click the Project Name to open the Project site

Click the Project icon to view a popup window displaying Project information

Click the Project name link to open the Project site

Navigation buttons

Navigation buttons featuring frequently accessed and/or helpful links are part of the Register's Home Page.



Buttons with more than one link have a dropdown menu which appears when you mouse over the button:



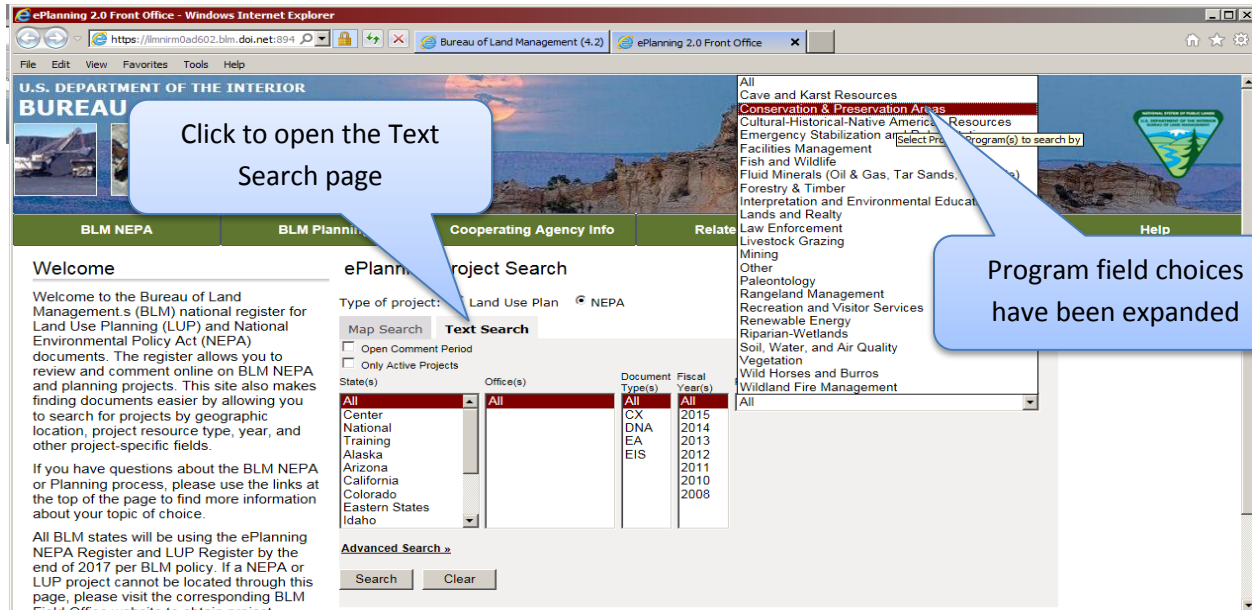
Click the desired link to open the related website or page.

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Text Search

Clicking on the Text Search tab enables you to locate the desired Project using search criteria.

The Program field includes choices as search parameters. Many Programs also have Sub-Programs which can be selected to further narrow the search



When a Program is selected that has Subprograms associated with it, the Subprogram will be displayed with the appropriate options available

ePlanning Project Search

Type of project: ☐ Land Use Plan ☒ NEPA

Map Search **Text Search**

☐ Open Comment Period

☐ Only Active Projects

State(s)	Office(s)	Document Type(s)	Fiscal Year(s)	Program(s)
All	All	All	All	Conservation & Preservation Areas
Center		CX	2015	Subprogram(s)
National		DNA	2014	All
Training		EA	2013	Areas of Critical Environmental Concern
Alaska		EIS	2012	Backcountry Byways
Arizona			2011	Lands with Wilderness Characteristics
California			2010	National Conservation Areas
Colorado			2008	National Historic Trails
Eastern States				National Monuments
Idaho				National Reserves

Advanced Search »

Search Clear

Select Project Subprogram(s) to search by

The Subprogram field will be displayed when the selected Program has Subprograms

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Comment Submission Forms

Maps

Maps associated with an active Comment period will have a Comment on Map button at the right side of the Map row on the Maps page. Documents will have a similar button that says Comment on Document.

The screenshot shows the 'Maps' page of the NEPA/LUP Register. A blue callout box points to a 'Comment on Map >>' button next to a map entry. The page is divided into sections for PDF Maps, Interactive Maps, Comment Maps, and Decision Maps. Each section lists maps with their names, release dates, and public comment periods. The 'Comment Maps' section includes buttons for 'Comment on Map >>' for each map.

Map Name	Release Date	Number of Maps
PDF for Release 2.10.0	01/07/2015	1
Test PDF for release 2.10.0	01/07/2015	1
Map Alternative One	01/07/2015	1
DFC Site Map	01/07/2015	1

Map Name	Release Date
Interactive Map 4	01/23/2015
Interactive Map 5	01/23/2015
Map 6	01/23/2015

Map Name	Document Name	Release Date	Public Comment Period
Interactive Comment Map 2	Test PDF for release 2.10.0	01/23/2015	Open (01/07/2015 - 01/30/2015)
Interactive Comment Map 3	PDF DRM for Comments	01/23/2015	Open (01/23/2015 - 03/31/2015)
Interactive comment map 1	Interactive DNA for Comments	01/23/2015	Open (01/07/2015 - 01/31/2015)
Map 7	PDF DNA for Map Comments	01/23/2015	Open (01/15/2015 - 02/29/2015)

Map Name	Document Name	Release Date
Second Decision Map	doo1	01/23/2015
DRM related Map	Interactive DNA for Comments	01/23/2015

Buttons: Comment on Map >>

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Map Comment Submission form

Page 1 of the Map Comment Submission form will allow a user to select a point on the Map.

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ePlanning Back Office Interactive Comment Map 2

Back Office Comment Submission Form

Map Location

Location: Latitude: 42.61735 Longitude: -106.66107

Instructions: Click to place a Map Location point on the Map. Click the 'Next' button on the bottom of the window to save the selected Map Location point.

Click a point on the Map to specify a Lat/Long point to associate with the Comment submission

Click to add a point

Cancel Next

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Page 2. When the point is selected and the Next button clicked, the Comment window will open. The Comment screen will allow for one or more comments.

https://dmirm0ad602.blm.doi.net/8944/?commentPeriodId=16051&mapId=1002 - Colorado - Front Ran - Windows Internet Explorer

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ePlanning Back Office Interactive Comment Map 2

Back Office Comment Submission Form

Comments

Comment Title: Chapter Reference: Section Reference:

Character Count Max of 10,000

Attachment: Remove Attachment Add Additional Comment

(Note - the total size of all attachments must be less than 20mb)

Previous Cancel Next

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You can add a Comment by entering the comment text and then clicking the Next button. You can click the "Add Additional Comment" button to add more Comments.

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Your Comments will be displayed in a grid above the Comment Title field:

The screenshot shows the 'Back Office Comment Submission Form' with the 'Comments' tab selected. At the top, a progress bar indicates the current step is 'Comments' (step 2 of 6). Below the progress bar, a table lists existing comments:

Select	Comment ID	Comment Title	File Attachment	Chapter Reference	Section Reference
<input type="checkbox"/>	1	first comment			
<input type="checkbox"/>	2	second comment			
<input type="checkbox"/>	3	third comment			

Below the table are buttons: 'Requires Immediate Attention', 'Edit Comment', 'Remove Comment', 'Move Up', and 'Move Down'. A large text area for the 'Comment Title' is provided, with a 'Character Count Max of 10,000' indicator. At the bottom, there are 'Remove Attachment' and 'Add Additional Comment' buttons, and a 'Previous' button.

The Submitter page works the same way. You can add a Submitter by completing the required fields and clicking the Next button, or you can add many Submitters by clicking the Add Additional Submitter button. The Submitter(s) you have added will be displayed in a grid above the Name fields:

The screenshot shows the 'Back Office Comment Submission Form' with the 'Name & Address' tab selected. At the top, a progress bar indicates the current step is 'Name & Address' (step 3 of 6). Below the progress bar, a table lists existing submitters:

Select	Submitter Name	Address	City	State/Province	Agency	Organization	Primary
<input type="checkbox"/>	Submitter, one	test	Alabama				Y
<input type="checkbox"/>	Submitter, two	test	Alabama				N

Below the table are 'Edit Submitter' and 'Delete Submitter' buttons. The 'Submitted by' field is populated with 'Claudia Cupp'. The 'Name' section includes fields for First Name, Middle Name/Initial, Last Name, Title, and Suffix. The 'Mailing Address' section includes fields for Address 1, Address 2, Address 3, City/Municipality, State/Province, ZIP/Postal Code, and Agency. The 'Contact Information' section includes fields for Email Address, Day Phone, Evening Phone, Fax Number, and Other Phone. At the bottom, there are 'Previous', 'Cancel', and 'Next' buttons.

The Document Comment Submission form has been redesigned in the same way. It will be opened when you click the Comment on Document button on the Document page. There will be no Map page, it will open at the Comment screen.